MIAMI-DADE COUNTY, FLORIDA



HOUSING FINANCE AUTHORITY

25 WEST FLAGLER STREET SUITE 950 MIAMI, FLORIDA 33130-1720 (305) 372-7990 FAX (305) 371-9152

HOUSING FINANCE AUTHORITY REGULAR MEETING

DATE: Monday, October 25, 2004

2:00 P.M

PLACE: 25 West Flagler Street

Suite 950

Miami, Florida 33130

AGENDA

I. Roll Call

II. Approval of Minutes

Monday, September 27, 2004

III. Requests

- A) Christian Hospital SRO
- B) FNMA Line Of Credit Guidelines
- IV. Updates
 - A) 2004 Building Better Communities General Obligation Bonds
 - B) Annual Accomplishments
 - C) 2002 Single Family Programs
 - D) Foundation/Community Outreach
- V. Other Business

Housing Finance Authority Regular Meeting



DATE: September 27, 2004

PLACE: 25 West Flagler Street

Suite 950

Miami, Florida 33130-1720

TIME: 2:20 P.M.

ATTENDANCE: Maggie Gonzalez Patrick Cure

Don Horn, Chairperson Luis Gonzalez Adam Petrillo Bonnie Riley Rene Sanchez Katrina Wright

STAFF: Patricia Braynon, Director

Mary Aguiar, Administrative Officer III Sheere Benjamin, Administrative Officer II Giraldo Canales, Compliance Specialist Larry Flood, Co-Financial Advisor Adela Garcia, Trust Account Manager

Amelia Stringer-Gowdy, Special Projects Administrator

David Hope, Assistant County Attorney Sheldon King, Administrative Officer III Ayin Maryoung, Senior Executive Secretary

Cynthia Muselaire, Clerk III

Manuel Alonso-Poch, Co-Bond Counsel Jose Pons, Assistant Administrator

APPEARANCES: Patt Denihan, Denihan & Associates

Maria De Pedro Gonzalez, Miami-Dade Housing Agency

(Smather's Plaza)

Steve Graziani, Christian Hospital SRO Sonya Little, RBC Dain Rauscher

Yvonne McDonald, Bahamian Promenade Brian McDonough, Sterns, Weaver, Miller

AGENDA

The meeting was called to order with a quorum at 2:25 p.m.

Chairman Horn requested Ms. Braynon to call the roll to begin the meeting.

I. Roll Call

Ms. Braynon called the roll. She indicated that Cordella Ingram, Anthony Brunson, Nicholas Cordoso, Rey Sanchez and V. T. Williams would not be attending the meeting. Ms. Braynon stated that the board did have a quorum.

II. Approval of Minutes

A MOTION was made by Rene Sanchez to approve the minutes from the August 23, 2004, meeting. The motion was seconded by Katrina Wright and passed unanimously.

III. Requests

(A) 2004 Single Family Program – Sonya Little from RBC Dain Rauscher detailed the 2004 Single Family Program to the board members, informing them that the members of the underwriting team were RBC Dain Rauscher as the senior manager, with M.R. Beal as co-senior; and USB Paine Webber and Raymond James as co-managers. Ms. Little stated that for the Assisted Loan option, the mortgage rate will be at 5.75 percent with four (4) points of assistance and zero points for origination and discount. For the American Down Payment Initiative Loan option (ADDI), the mortgage rate will be at 4.99 percent with cash assistance of 6 percent of the purchase price for the home, or \$10,000 (whichever is greater) for down payment and closing costs. She added there is a total of fourteen (14) lenders participating in this program. Ms. Little concluded by stating at the end of the bond issue, the Authority will receive back approximately \$1.5 million, on its' investment.

Ms. Little commended bond counsel, financial advisors and the Authority's staff for the team work expended to accomplish this excellent bond product. (Patrick Cure arrived to the meeting at this time). Ms. Braynon added that the brochures for the 2004 Single Family Program were printed and board members received copies of the brochures in English, Spanish and Creole.

(B) Inducement Resolution – Smather's Plaza – Ms. Braynon stated that Smather's Plaza will be an assisted living facility, similar to the Ward Tower facility which is near completion. Maria De Pedro Gonzalez, Executive Director of Miami Dade Housing Agency (MDHA) Development Corporation, stated the architect for Smather's Plaza is also the architect for the Ward Towers assisted living facility and the legal counsel for Smather's is Brian McDonough from Sterns and Weaver law firm. Ms. De Pedro Gonzalez explained that the MDHA Development Corporation was created by Miami-Dade County and the corporation follows the competitive process; therefore, all contractors that are eligible are invited to apply.

A MOTION was made by Luis Gonzalez to approve the Inducement Resolution for Smather's Plaza. The motion was seconded by Maggie Gonzalez and passed unanimously.

Housing Finance Authority Regular Meeting

September 27, 2004

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(C) Christian Hospital SRO – Ms. Braynon provided background information on the Christian Hospital's request explaining that in 1999, the Authority made a collateral loan to the Christian Hospital Single Room Occupancy (SRO) for the homeless or formerly homeless individuals. This building is a rehab of an old hospital in the Brownsville area of Northwest Miami-Dade County and they have a need for additional funds due to construction costs. Ms. Braynon further explained that SunTrust Bank is holding a \$170,000 Certificate of Deposit (CD) from the Authority as collateral for a loan. Ms. Braynon recommended the Authority make a loan of \$50,000 from the CD held in SunTrust Bank to Christian Hospital to be repaid over time instead of a grant.

Steve Graziani, Financial Consultant for the Christian Hospital project, presented his request to the board explaining the construction cost overruns and the need for additional funding in the form of a grant. Katrina Wright suggested that a sub-committee be formed to review how the \$50,000 could be a loan from the CD held at SunTrust Bank and to develop a re-payment plan. Chairperson Horn stated that Katrina Wright, Patrick Cure and Maggie Gonzalez would form the sub-committee to develop a recommendation before next months' board meeting. David Hope stated once the structure of the re-payment plan is detailed out, then an agreement can be drafted between the two parties.

(D) FNMA Revolving Line of Credit (Bahamian Promenade) – David Hope stated Katrina Wright of Fannie Mae could remain in the meeting during this portion of the discussion but could offer no input. Manuel Alonso-Poch, Co-Bond Counsel, informed the members of the board that he Chair's the Board of Urban Environment Corporation and he also would offer no input during the discussion of this issue.

Ms. Braynon reminded the board members that this development is a split development (homeownership/retail development); and the Authority is seeking to assist with the financing for the homeownership portion. The contract would be for a revolving line of credit with Fannie Mae where the Authority would put up 25 percent of the collateral and Fannie Mae is financing the project. She stated that by next month's board meeting, a recommendation for this item would be on the agenda.

IV. Updates

- (A) 2002 Single Family Programs Patt Denihan stated that the last opportunity to accept applications for this bond program is November 1, 2004.
- **(B)** Foundation/Community Outreach Ms. Braynon stated the Foundation is receiving a \$25,000 grant from Commissioner Ferguson/District One for homeownership assistance in her district. After twelve (12) years of service, she is not running for re-election for the Miami-Dade County Board of Commissioners. The Foundation's board members recommended that both boards (the Authority and the Foundation) give her a farewell luncheon to thank her for all the years of support that she has provided in the area of housing. Ms. Braynon stated that it will probably be held at The Miami Art Museum on a Commission meeting day so that her colleagues could attend, as well. She stated all board members will be notified of the final plans.

Housing Finance Authority Regular Meeting

September 27, 2004

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Ms. Braynon gave an update on the Scott Carver/HOPE VI Program, stating that the Foundation is in the process of transferring back properties immediately after the Miami-Dade County internal audit is completed. The funds and properties will be transferred back to the Housing Agency. The Foundation was able to put thirteen (13) families into homes in this project.

V. Authority Administration

A. Authority Financial Statements – Annual Audited Statements

There were no discussions by the Board.

B. Non Pooled Investments

There were no discussions by the Board.

C. Delinquent Multifamily Accounts

Maggie Gonzalez asked about delinquent fees for Ward Tower. Ms. Braynon stated that it would be handled.

D. Multifamily Monthly Report

There were no discussions by the Board.

VI. Other Business –

Ms. Braynon informed the Board members about The Shopping Event at Bloomingdale's scheduled for Tuesday, October 26. Sheere Benjamin distributed tickets to all members asking for their participation in selling the tickets. Since this is a charitable event, all proceeds will go to the Foundation.

Chairperson Horn reminded all board members of the upcoming NAHLFA Educational Conference in Chicago. If anyone has questions, they should contact Jose Pons.

The meeting was adjourned at 3:40 p.m.



MEMORANDUM

DATE: OCTOBER 21, 2004

TO: HOUSING FINANCE AUTHORITY OF MIAMI-DADE COUNTY

FROM: MARIANNE F. EDMONDS/LARRY FLOOD

RE: CHRISTIAN HOSPITAL SRO

Background

The Authority's existing loan to Christian Hospital has the following terms:

Principal amount: \$170,000 invested in a CD with SunTrust Bank

Interest: Pass through of interest earned on CD at SunTrust Bank, N.A.

Security: Pledge of the CD

Maturity Date: Due in full on July 30, 2012

The original sources of funds for this project are shown here.

Bank construction loan \$920,000
Camillus House, Inc. 918,148
Affordable Housing Program Grant 370,000
Other grant programs 1,292,746
Total \$3,500,894

Christian Hospital Request

Christian Hospital SRO has proposed a restructuring of the existing \$170,000 loan that would reduce the principal amount from \$170,000 to \$120,000 and convert the remaining balance of \$50,000 into a grant from the Authority in order to fund unbudgeted costs. The proposed restructuring would require that the CD held at SunTrust Bank as collateral for the loan be partially liquidated in order to fund the grant.

Analysis

- 1. The terms of the CD include early payment penalties. These penalties may make it economically inefficient to liquidate the CD.
- 2. The cost overruns are outlined in Steve Grazziani's memo of October 14, 2004. Of particular note are the items concerning Architectural Services and Legal Fees.
- 3. Camillus House will operate this facility once it is complete. Camillus House has represented to us that they do not have the assets or budget capacity to make additional funds available to this project.
- 4. Currently restricted funds held by Miami supportive Housing may be available to fund the shortfall.
- 5. The initial request from Christian Hospital was for \$50,000. Steve Graziani's memo of October 14 describes a shortfall of \$200,000; his memo does not support that total.

Conclusion

This project is needed and adds value to the community; however, we are concerned about the lack of oversight during construction. In addition, recent changes at Camillus House raise concerns about oversight of operations after completion.

We suggest that the Authority work with Christian Hospital to develop an oversight capability and to refine the estimated shortfall number.

STEVE GRAZIANI

Community Development Consulting 9015 SW 46th Terrace Miami, FL 33165 305-227-0086 fax – 227-0631 Cell – 786-351-9583

TO: PAT BRAYNON
HOUSING FINANCE AGENCY

DATE: October 14, 2004 P. 1 OF

RE: CHRISTIAN HOSPITAL SRO -

EFFORTS TO SECURE OTHER FUNDING

As requested by the committee, following is an explanation of efforts made to secure additional funds since MSHC staff left and I was brought on to get the project financing to closing and completion. At that time, MSHC had received an additional \$65,000 CDBG grant, which was anticipated to be the last amount needed to close on financing.

Additional Funds/Resources Secured

Homeless Trust (State): I assisted MSHC in submitting an application and MSHC was awarded a \$400,000 grant (secured by a statutory lien). However, as a condition of the award \$200,000 Surtax funds were relinquished netting an increase to the project of \$200,000.

City Furniture: Camillus secured donations of beds and mattresses and activity room and office furniture.

In Kind Services: MSHC and Camillus bring a variety of volunteer services toward completing the project. Although funds to cover services have not been available for several months, Al Townsel and I continue to provide services. We forgo revenue that we could otherwise be generating while providing service to the project. Since the closing on construction financing, MSHC's attorney has also been providing services without compensation.

Pending Requests

Homeless Trust (HUD): MSHC is holding approximately \$180,000 in client rent payments and requested using a portion of those funds for the Christian Hospital SRO project. The Trust and HUD are exploring whether the funds can be used for the project or are otherwise restricted.

GRAZIANI/BRAYNON

RE: CHRISTIAN HOSPITAL SRO EFFORTS TO SECURE OTHER FUNDING October 14, 2004

Fees from Another MSHC Project: MSHC's attorney is negotiating a fee settlement with a joint venture partner on another project. If MSHC gets those funds, a portion could be made available to this project.

Unsuccessful Efforts

Federal Home Loan Bank's Affordable Housing Program: At MSHC's request, Gibraltar Bank submitted an application to increase the AHP from the current amount of \$370,000 to the FHLB maximum of \$500,000. The FHLB presented the request to their board and it was denied.

Surtax: A request was made to recoup the \$200,000 Surtax funds relinquished when the State funds were awarded. The Surtax funds were already approved by the County Commission and the loan had already been closed on. But as per the Homeless Trust, the Surtax funds had already been reprogrammed at the time of the request.

STEVE GRAZIANI

Community Development Consulting 9015 SW 46th Terrace Miami, FL 33165 305-227-0086 fax – 227-0631 Cell – 786-351-9583

10:	HOUSING FINANCE AGENCY	
DATE:	October 14, 2004	P. 1 OF

RE: CHRISTIAN HOSPITAL SRO -BUDGET TO STABILIZATION

SD 43/41031

As requested by the committee, attached are Sources and Uses of funds that provide my best estimate of the funds needed to get the project to stabilization. I tried to include all items of which I am aware including any that are being negotiated. By including the following items, the gap is \$200,000. In a separate memo, I outlined the efforts made to secure additional funds to cover these items

including several pending possibilities.

 Lease Up/Operating Reserve: Included two months of operating expenses and debt service - \$59,578

- Construction Contract: \$20,000 for ADA Compliance, Security lights (removed canopy, which removed entrance lights, lights need to be replaced), Electrical inspector required special breakers, Illumination Test, City Gas heater vents in roof
- Furnishings: Although beds and mattresses and activity room and office furniture have been donated, unless additional donations are secured, funds will be needed: \$20,000
- Architectural Services: \$29,665 in additional design services claimed by the architect, Rodriguez & Quiroga. Until recently, they had not provided any documentation to substantiate their claim and so it has never been a part of the budget. They finally submitted some more information and the MSHC Board assigned a board member to negotiate with R&Q.
- Appliances Handicapped Units: \$9,000. Handicapped units refrigerators don't fit. Need to be replaced.
- Legal Fees: Bloom and Minsker recently billed Camillus \$7,013.15 for legal fees related to Christian Hospital SRO for services provided from August '03 to June '04. We were previously unaware of this and so it was not reflected in the budget.
- Contingency: Included a nominal \$4,744 to cover any additional unanticipated costs, e.g., costs associated with the transfer of the property to Camillus.

Christian Hospital SRO

INCOME ANALYSIS					
10/6/2004					
	Units		ANNUAL		Monthly Per Unit
FMR \$424 locked in with Section 8 co	ontract (10 vear	r)			
Gross Income		,	\$376,512		\$424
(5% vacancy)			(\$18,826)		(\$21)
Effective Gross Income			\$357,686		\$403
Operating Expenses :			(\$187,954)		(\$212)
Net Operating Income:	.000		\$169,732		\$191 (\$138)
Rehab Debt Service - SunTrust: \$920	1,000		(\$113,780)		(\$128)
Cashflow Net of SunTrust			\$55,952		\$63
Rehab Debt Service - Total Bank Loa	n (Camillus)		(\$55,732)		(\$63)
Cashflow Net of Total Bank Loan (Ca	millus)		\$220		\$0
Operating Expenses Christian Hospital SRO					
10/06/04					
10/00/04					
			FTE		
Salaries			=		
	Cas	e Manager Supervisor	0.50	\$ 21,000	
		Residential Manager	1.00	\$ 18,325	
			1.50	\$ 39,325	_
Benefits		FICA		\$ 3,008	.0765 up to 87,900 per employee
		Unemployment Taxes		\$ 492	.0469 of first 7,000 per employee
		Retirement		\$ 1,180	.03 of salaries
		Life/Disability		\$ 787	.02 of salaries
		Group Health		\$ 5,187	288.16 per employee per month
		Workers Compensation			.0156 of salaries
		Subtotal benefits		\$ 11,267	
	To	ital Salaries & Benefits		\$ 50,592	
	G/L Code	nar Galaries a Berients		Ψ 00,002	
Utilities	53030	Electric		\$ 25,000	
	53035	Water/Sewer		\$ 18,000	
	53055	Gas		\$ 2,600	
	53040	Phone		\$ 4,000	
	53220	Garbage		\$ 6,000	
		Subtotal utilities	•	\$ 55,600	
R & M	53045	R & M - landscape maint		\$ 8,831	
	53320	Cleaning Supplies - contracts		\$ 6,000	
	53005	Equipment Leases		\$ 6,000	
	53001	Alarms/security		\$ 2,431	
	53001	Pest Control		\$ 2,200	_
		Subtotal R & M		\$ 25,462	
Travel	53020	Local Travel		\$ 600	
Program exp	53070	Client services		\$ 2,000	
Program exp		FFE			
	17200 53400			\$ 3,000	
	53400	Drug screening		\$ 3,600 \$ 8,600	_
				ψ 0,000	
Insurance	53047	Insurance		\$ 40,700	
	-30-11				
G & A	53060	Office Supplies		\$ 2,400	
	53555	Small equipment purchases		\$ 2,000	
	53085	Licenses & permits		\$ 2,000	
		Subtotal G & A	,	\$ 6,400	
				. 2,700	

Total expenses

\$ 187,954

CHRISTIAN HOSPITAL SRO CASH FLOW PRO FORMA 10/06/04

YEAR:	1	2	3	4	5	6	7	8	9	10
Total Income From Rent (Trended 2.5%)	\$376,512	\$385,925	\$395,573	\$405,462	\$415,599	\$425,989	\$436,638	\$447,554	\$458,743	\$470,212
Vacancy: (5%) Operating Expenses: (Trended 4%)	(\$18,826) (\$187,954)	(\$19,296) (\$195,473)	(\$19,779) (\$203,291)	(\$20,273) (\$211,423)	(\$20,780) (\$219,880)	(\$21,299) (\$228,675)	(\$21,832) (\$237,822)	(\$22,378) (\$247,335)	(\$22,937) (\$257,229)	(\$23,511) (\$267,518)
Net Operating Income	\$169,732	\$171,156	\$172,503	\$173,766	\$174,939	\$176,014	\$176,984	\$177,842	\$178,578	\$179,184
SunTrust Loan \$800,000@ 6%;10 yrs	(\$106,580)	(\$106,580)	(\$106,580)	(\$106,580)	(\$106,580)	(\$106,580)	(\$106,580)	(\$106,580)	(\$106,580)	(\$106,580)
CASHFLOW 1: Net of \$800,000 Debt Total DCR (for SunTrust \$800,000 loan)	\$63,152 1.59	\$64,576 1.61	\$65,923 1.62	\$67,186 1.63	\$68,359 1.64	\$69,434 1.65	\$70,405 1.66	\$71,262 1.67	\$71,998 1.68	\$72,604 1.68
SunTrust \$120,000 Cash Collateral Loan Interest - 6%	(\$7,200)	(\$7,200)	(\$7,200)	(\$7,200)	(\$7,200)	(\$7,200)	(\$7,200)	(\$7,200)	(\$7,200)	(\$7,200)
CASH FLOW 2: Net of Cash Collateral Loan Interest	\$55,952	\$57,376	\$58,723	\$59,986	\$61,159	\$62,234	\$63,205	\$64,062	\$64,798	\$65,404
Repayment of Loan from Total Bank	(\$55,732)	(\$55,732)	(\$55,732)	(\$55,732)	(\$55,732)	(\$55,732)	(\$55,732)	(\$55,732)	(\$55,732)	(\$55,732)
CASH FLOW 3: Net of Total Bank Loan Payments	\$220	\$1,644	\$2,991	\$4,254	\$5,427	\$6,502	\$7,473	\$8,330	\$9,066	\$9,672

CHRISTIAN HOSPITAL SRO DEVELOPMENT BUDGET

10/07/04

USES	TOTAL	SOURCES SunTrust	Camillus	CDBG	HOME	Refunded	Homeless	Gibraltar	GAP
USES	TOTAL	Summust	Carrillus	CDBG	HOIVIE	Deposits	Trust (State)	AHP	GAP
ACQUISTION COSTS Land/Buildings (debt payoff as of 7/15/02)	71,317							71,317	
Total Acquisition Cost ACTUAL CONSTRUCTION COSTS	71,317	(0	0	0	0		71,317	0
Demolition	included								
Off-Site (Explain in Detail)									
Contract Sum	2,779,060	905,938	520,376	217,746	675,000	0	390,000)	70,000
Furnishings	20,000								20,000
Window Treatment	3,700		3,700						
Floor Sealing	3,000		3,000						
Appliances - Handicapped Units	9,000								9,000
Storm Shutter Installation Contingency	500		500						
Total Actual Construction Costs	2,815,260	905,938	527,576	217,746	675,000	0	390,000	0	99,000

CHRISTIAN HOSPITAL SRO		SOURCES				Refunded	Homeless	Gibraltar		0
10/07/04	TOTAL	SunTrust	Camillus	CDBG	HOME	Deposits	Trust (State)	AHP	GAP	
GENERAL DEVELOPMENT COSTS										
Accounting Fees	3,500		3,500							
Appraisal	3,500							3,50	0	
Architect's Fee	112,190		47,092					35,43		29,665
Engineering	16,900		13,400					3,50	0	
Reimbursables: A&E, Copying, Shipping, Parking, etc.	4,500		2,053					2,44	7	
Owner's Representation	90,250		84,750					5,50		
Insurance - Builder's Risk, OCP & Auto	33,452		23,963					9,48		
Materials Insurance	12,568		12,568					,		
Insurance Renewals - Builder's Risk, OCP	66,774		66,774							
Building Permit & Impact Fees	17,072		13,538					3,53	4	
Permit Processing	10,540		7,040					3,50		
MSHC fee	0									
Advertising										
Security - Sept & Oct '04	12,467		9,888			2,579	9			
Inspection Fees	8,070		8,070							
Legal Fees	120,964		7,037					106,91	5	7,013
County Code Compliance	6,225		2,868					3,35	7	
Property Taxes	24,816		17,996					6,82	0	
Recording Fees/Doc Stamps/Intangible Tax	16,130	59	95 85					15,45	0	
Sign	1,090		1,090							
Surveys	5,000		3,425					1,57	5	
Title Insurance	12,370							12,37	0	
Utilities & Utility Connection Fees	3,382		3,382							
Financial Packaging Assistance	9,460							9,46	0	
Financial Closing Assistance	60,220							60,22	0	
Finan. Consult. Post-Closing-Constr. Start (April '03)	35,820		35,820							
Fin. Consult. Constr. Start to Compl. (May '03-July '04)	19,820		19,820							
Soft Cost Contingency	6,569		1,825							4,744
Total General Development Costs	713,650	59	95 385,985		0	0 2,579	9 (283,06	9	41,422

CHRISTIAN HOSPITAL SRO		SOURCES				Refunded	Homeless	Gibraltar	0
10/07/04	TOTAL	SunTrust	Camillus	CDBG	HOME	Deposits	Trust (State)	AHP	GAP
FINANCIAL COSTS & RESERVES									
Construction Loan Interest									
(6%; 3 months;65% average balance)	13,467	13,467							
Construction Loan Origination Fee SunTrust (1%)	9,200							9,200)
Gibraltar AHP Loan Origination and other fees	5,139							5,139)
Plan & Cost Review	1,860		585					1,275	j
Title Updates	4,002		4,002						
Homeless Trust Admin Fee	10,000						10,000)	
Lease Up/Operating Reserve	59,578								59,578
Total Financial Costs & Reserves	103,246	13,467	4,587	0	() (10,000	15,614	59,578
TOTAL PROJECT COST	\$3,703,472	\$920,000	\$918,148	\$217,746	\$675,000	\$2,579	\$400,000	\$370,000	\$200,000



TO: PATRICIA BRAYNON

HOUSING FINANCE AUTHORITY OF MIAMI-DADE COUNTY

FROM: MARIANNE F. EDMONDS

RE: CHRISTIAN HOSPITAL GRANT REQUEST

DATE: OCTOBER 5, 2004

I have reviewed the documentation of the Authority's loan to Christian Hospital and the financial statements of Camillus House, Inc. and Affiliates for the year ending June 30, 2003 in preparation of the review of the request from Christian Hospital/Miami Supportive Housing Corporation's request to convert \$50,000 of their loan to a grant.

Loan Terms

The promissory note from Christian Hospital SRO, Ltd. to the Authority includes these terms:

Principal amount: \$170,000 to be invested in a CD with SunTrust Bank

Interest: Pass through of interest earned on CD at SunTrust Bank, N.A.

Security: Pledge of the CD

Maturity Date: Due in full on July 30, 2012

Relationship with Camillus House

The following is a summary of Note 14 of the Camillus House, Inc, and Affiliates Combined Financial Statements for the year ending June 30, 2003.

In July 2002, Camillus entered into an agreement to fund \$918,148 of the construction costs of the Christian Hospital Project. Camillus received a private donation to fund their construction the facility. Sources of funds for the Christian Hospital Construction Project were shown as follows:

Bank construction loan	\$920,000
Camillus House, Inc.	918,148
Affordable Housing Program Grant	370,000
Other grant programs	1,292,746
Total	\$3,500,894

As of June 30, 2003, Camillus House and its affiliates had unrestricted net assets of \$18.35 million.

cc: Larry Flood



TO: HOUSING FINANCE AUTHROITY OF MIAMI-DADE COUNTY

FROM: MARIANNE F. EDMONDS

RE: DEVELOPER GUIDELINES FOR FANNIE MAE LINE OF CREDIT PROGRAM

DATE: OCTOBER 20, 2004

The attached Developer Guidelines have been developed to implement the Authority's participation in the Fannie Mae Line of Credit Program. These guidelines are intended to provide developers with information concerning the terms of such loans.

The attached Guidelines are in draft form for the Authority's review. In particular, information concerning costs needs to be reviewed.

- 1. Does the Authority simply want to be reimbursed for costs in connection with the Fannie Mae line of credit? Alternatively, does the Authority want to charge a fee to compensate for the pledging of collateral and the risk of the transaction?
- 2. Fannie Mae will charge the Authority 0.15% (15 basis points) for amounts not yet drawn under the line of credit (the Stand By Fee)? Will the Authority absorb this cost or pass it on to future borrowers?

Housing Finance Authority of Miami-Dade County, Florida Fannie Mae Line of Credit Developer Guidelines

The Program

Fannie Mae has agreed to provide a letter of credit facility to the Housing Finance Authority of Miami-Dade County. The Authority can borrow pursuant to the line of credit and re-lend the proceeds to facilitate the acquisition, rehabilitation and construction of affordable residential properties.

Type of Project

The loan proceeds will be used to finance the HFA's participation in a loan for the acquisition, rehabilitation and construction of residential properties in order to ensure an affordable component is maintained for local residents. The loans will be for interim or construction financing with a maturity not to exceed two years. Proceeds must also be used in accordance with the Authority's guidelines and with Florida Statutes, Chapter 159, Part IV.

Criteria for Funding

- Review of financial information by financial advisor
- Preliminary cost analysis
- Review of market assumptions for reasonableness
- Determination of likelihood of repayment
- A credit underwriter may be retained

Upfront Costs

Reimbursement of Authority Costs

- Proportionate share of Fannie Mae's legal fees
- Authority's counsel fees, not to exceed \$7,000
- Authority's financial advisor fees, not to exceed \$5,000
- Third party reports including preliminary cost analysis, not to exceed \$3,000

1% Origination Fee

Ongoing Fees

Interest Rate: Variable interest rate based on 3 month LIBOR + 150 basis points, paid annually. (This may vary depending on terms available from Fannie Mae)

Required Submissions

A. Narrative Description-Insert a table of contents at the beginning of the narrative indicating where information and exhibits can be found. Provide a written narrative describing the organization and its experience in providing affordable housing. Summarize the overall purpose, scope and work plan of the proposed predevelopment

activities using the outline below. If a particular topic or subtopic listed in the outline is not applicable for the proposed Development, state the reason in the text of the narrative. If the narrative does not include the information listed in the outline, the Application will be considered incomplete.

B. Organization

- 1. Brief history of the Applicant, with mission statement.
- 2. Description of current programs and future goals.
- 3. Budget for current fiscal year for entire organization.
- 4. List of present corporate, foundation and government supporters. (Include names, addresses, and phone numbers of contact person within the supporting organization.)

C. Proposed Development

- 1. Resources
 - (a) Estimated proposed budget and sources and uses
 - (b) Other resources currently being sought and the expected timing of the award or funding.
- 2. Current status of Development-The Applicant must provide a description of any or all predevelopment activities completed or in progress at the time of application for Corporation Predevelopment Loan Program financing. Incorporate the following topics in the description of the current status:
 - (a) Preliminary work already completed and costs for said work.
 - (b) Preliminary work yet to be completed and expected costs.
 - (c) Other pertinent information as to Development status (e.g., status of planning board or city council consideration).
- D. **Applicant Background and Structure**-The Applicant shall provide a summary of its affordable housing experience, as well as the role the Applicant will assume in the proposed affordable housing development process. Attach the organization as an exhibit, if available. Include the following information in the narrative:
 - 1. Applicant's experience in the provision of low-income and very-low income housing and previous experience in the Authority's programs. Provide the names, addresses, and phone numbers of consultants, banks, government agencies and others that have worked or are familiar with the Applicant's endeavors in this area.
 - 2. The role the Applicant's present staff and board of directors may play in the proposed predevelopment process described herein. (The experience and/or expertise of staff and /or board of directors.)

- 3. If the Applicant is a limited partnership, include information on the role of all partners involved in the partnership.
- 4. Other pertinent qualifications of the Applicant's current staff and board members.
- 5. The structure of the entity that will own or develop the proposed Development.
- 6. The Applicant's knowledge of the local community.
- 7. The ability of the organization to develop partnerships with community leaders, public officials, builders, developers and financiers to promote the development of affordable housing.

Accomplishments of the Housing Finance Authority ("Authority") October 2003 through September 2004

Single Family Bond Issues

In September 2004 the Authority made \$10,000,000 in mortgage-backed revenue bonds for its 2004 Single Family home ownership program. Program features include \$6,000,000 in low rate funds at a fixed interest rate of 4.99% with a 30-year term. Additionally, this is the first year that the Federal government has made the American Dream Down payment Initiative, ADDI, funds available and the Authority was chosen to administer \$503,000 of the allocation for Miami-Dade County. Through the ADDI program qualified buyers may receive a grant of up to \$10,000 or 6% of the purchase price for down payment and closing costs.

The 2004 Bond issue also includes \$4,000,000 in funds for an assisted rate loan with a fixed interest rate of 5.75%, a 30-year term, and up to 4% of the loan amount is available for down payment and closing costs.

On November 1, 2004, the Authority's 2002 Single Family Bond Issue ends. In 2002, the Authority issued \$23.815 million dollars in mortgage-backed revenue bonds to fund its Single Family home ownership program. Lenders processed 192 loans for a total of \$17,494,649. Of that total, 42 were Deep Subsidy Loans using Surtax Funds, 34 loans were made with HOME funds and 116 were Bond Loans.

Fannie Mae Partnership programs

The Authority joined the Miami-Dade Transit Agency and Fannie Mae's South Florida Partnership office to kick off the **Smart Commute** program. The Smart Commute Initiative recognizes that homeowners who spend less on commuting can have more disposable income for housing expenses.

Fannie Mae's American Community Fund Loan Pilot program is an equity partnership through which the Authority will utilize a Fannie Mae backed line of credit to work with the Richmond Heights Community Development Corporation on the rehabilitation of single family homes in South Dade County. Through this pilot program the Authority will also work with Capital Lofts on the development of ownership units in downtown Miami, and with the Urban Empowerment Corporation on the construction of \$4,000,000 of new newly constructed affordable homes in Coconut Grove.

Freddie Mac Partnership programs

In June of 2004 the Authority and Freddie Mac announced the launch of **Let the Truth Move You**, an educational preparatory module designed to **dispel the myths** many people fear will hinder them from purchasing their first home. The Authority was the first organization across the nation to launch this innovative homeownership initiative.

During the month of June the Authority, Freddie Mac, and the Miami-Dade County Anti-predatory Lending Work Group launched a promotional campaign in support of **Don't Borrow Trouble**, an anti-predatory lending information program designed to increase the awareness of homeowners about predatory lending practices. This campaign followed 18 months of coordinated defensive efforts to assist victims of predatory lenders and to help homeowners protect their property against predatory lending practices. Thanks to partners like the Office of Consumer Services, the State Attorney's Office, Legal Services, HOPE, and ACORN officials were able to announce the success of the Work Group's efforts.

Multifamily Programs

The Authority issued bonds for two (2) multifamily developments during Fiscal Year 2003-2004. Those issued were for the rehabilitation of the Opa-Locka Apartments project for \$18,250,000 and the construction of Alhambra Cove Apartments for \$13,770,000 for a total of \$32,020,000 in financing for the construction of 240 new rental units for Alhambra Cove and the rehabilitation of 175 rental units for Opa-Locka Apartments. Currently 52 developments are monitored for compliance with federal tax credit requirements.

Architectural Design and Review Advisory Committee (ADRAC)

ADRAC is a standing committee of professional architects created by the Authority to review the site plans and /or construction documents of developers seeking bond financing. ADRAC members work to ensure that the Authority finances high quality affordable multifamily developments. **ADRAC's review of the 2004 multifamily funding requests was a resounding success.** All future requests for the funding of multi-family developments will be reviewed by ADRAC.

Financial Initiatives

Inclusionary Zoning

Also known as the **Moderately Priced Housing Program**, this initiative addresses the Board of County Commissioners' concerns about the creation, rehabilitation, and distribution of new or existing lower-cost housing in Miami-Dade County. The County Manager subsequently created the Enhanced Affordable Housing Work Group (Work Group) consisting of local housing development professionals from the private and public sectors. The Authority is a member of the Work Group. To date, the Work Group has developed criteria designed to promote the use of an inclusionary zoning initiative, and the equitable distribution of lower-cost housing in Miami-Dade County.

HFA Administration

County Department

The year 2004 marks the Authority's first fiscal year as a Miami-Dade County Department. Staff has created the structures and indices necessary to align its administrative functions with County policies and procedures including the creation of a departmental policy and procedures guide.

Website Expansion

The Authority has also expanded its reach through the extensive publication of information on its web site: www.miamidade.gov/hfa. During this fiscal year Board agendas, home buyer club classes, the multifamily application, and all press releases are published via the web site.

Cancellation Agreement

The Authority and the County have finalized the repayment of the \$7 million borrowed from the Authority in FY 1988-89.

HFA Personnel

During this fiscal year the Authority added a **Creole speaking** employee to its staff which enhances the services provided to the Creole community. The Authority also added accounting support staff and additional grant writing capacity.

HFA Professional Affiliations

The Authority is a member of the National Association of Local Housing Finance Authorities (NALHFA), and the Florida Association of Local Housing Finance Authorities (FALHFA). **The Authority director serves on the board of directors of NALHFA and FALHFA.** Authority board members and staff may attend NALHFA AND FALHFA educational conferences and related workshops engaging in the exchange of best practices, ideas and industry trends.

Miami-Dade Affordable Housing Foundation, Inc. ("Foundation")

The Foundation began operating in 1999 under the direction of a Board of Directors comprised of community volunteers. The Foundation is a 501 (c) (3) corporation created to further the goals and objectives of affordable housing which spawned the creation of the Housing Finance Authority in 1978.

Economic Development Initiative (EDI)

EDI provides federal funding earmarked for residents of public housing. The funds may be used as matching funds for IDA savings accounts, for down payment and for the closing costs associated with the purchase of a home.

Foundation Grants

Bank Atlantic Foundation	\$5,000
Citibank	\$20,000
Fannie Mae Foundation	\$10,000
Freddie Mac	\$25,000
Jim Moran Foundation	\$25,000
With Ownership Wealth (WOW)	\$18,000
Knight Foundation	\$400,000
Washington Mutual Foundation	\$40,000
Total	\$543,000

Home Buyers Club

The Foundation's Home Buyers Club is one of the premiere accomplishments of the **Authority/Foundation partnership.** Over 1,500 members have received a variety of home ownership education and support services. The Home Buyers Club is a home ownership counseling service of the Foundation. The Clubs are hosted in partnership with community groups, Miami-Dade County Government, other County departments and lenders.

Existing Homebuyer Clubs

Miami-Dade County Employee Club	Employees only
North Community Club	Community Action Agency
South Community Club	Martin Memorial African Methodist Church/
	Omega Psi Phi fraternity
Central Community Club	One-on-one counseling
LISC Sponsored Club	Overtown and Little Havana outreach
ACCION Community Club	Spanish language education
Haitian Community Club	Creole language education

With Ownership Wealth (WOW)

WOW is a Congressional Black Caucus program that seeks to address the barriers to homeownership that minority families face through education, information and opportunity. Over 3,000 people attended a WOW fair held at Florida Memorial College in January of 2004. They were able to obtain information from lenders, Realtors, Credit Counseling agencies, developers and many other organizations in a safe family oriented environment. WOW organizers have continued to work with participants towards attaining the American Dream of home ownership and the accumulation of wealth.

HOPE VI

In 2004 the Foundation, at the direction of its Board of Directors initiated the process of returning all unused HOPE VI funds to the County. The County's audit of the \$6,000,000 HOPE VI grant has been completed and found that all funds were accounted for and expended properly.

Individual Development Account (IDA)

The Authority administers this program for the Foundation. An IDA is a custodial/restricted savings account whereby the Foundation matches the deposits of qualified homebuyer club members, dollar-for-dollar. The funds may be used toward down payment and/or closing costs of a home. Initially the IDA program was funded with one million dollars of McKinney Act funds in August 2001. Those funds have been allocated on a 50/50 basis for homebuyer club members with incomes at or below 50% of the area median income, adjusted for family size. Additional sources of matching funds are always needed to help meet the demand for this valuable financial training tool.

Since the program's inception in August 2001, over 238 clients have been served. A total of 72 clients have purchased a home using IDA funds, 21 with household incomes below 50% of the area median income, 48 with household incomes below 80%, and 3 public housing residents utilizing EDI funds.

-The End-

US Bank Home Mortgage - MRBP 2002 SF MRB Program - HFA of Miami-Dade County

Loan Information Report 10/19/2004

Program End Date 11/1/2004

ORIGINATOR SUMMARY			
	Loans	Total Originated	
Bank Atlantic FSB	9	Amount 655,373	
Banking Mortgage Corporation	24	1,398,694	
Chase Manhattan Mortgage	95	10,467,274	
CitiBank (CitiMortgage, Miami)	20	1,223,259	
Countrywide Home Loans	13	996,455	
UAMC	7	726,220	
WAMU / American Home	24	2,027,374	
Total	192	\$17,494,649	•
LOAN TYPE TOTALS			
	Loans	Total Originated Amount	% of Total
FHA	75	8,502,439	48.60
FNMA 97%	49	3,700,264	21.15
FNMA CHBP	2	130,560	.75
FNMA CHBP 3/2	5	459,107	2.62
FNMA Conv.	55	4,294,561	24.55
FNMA Flex 97 ***APPROVAL	1	61,200	.35
FNMA HFA Home	4	201,518	1.15
VA	1	145,000	.83
Total	192	\$17,494,649	100.00
NEW/EXISTING TOTALS			
	Loans	Total Originated Amount	% of Total
Existing	175	15,997,268	91.44
New	17	1,497,381	8.56
Total	192	\$17,494,649	100.00
Total	192	\$17,494,649	100.00
TARGET/NON-TARGET TOTALS		·	<u>.</u> .
No. Tours	Loans 157	Total Originated Amount 14,849,700	% of Total 84.88
Non-Target			
Target	35	2,644,949	15.12
Total	192	\$17,494,649	100.00

US Bank Home Mortgage - MRBP 2002 SF MRB Program - HFA of Miami-Dade County

Loan Information Report 10/19/2004

Program End Date

	Loan Int	ormation Report	10/19/2004		11/1/2004
HOUSING TYPE TOT	ALS			-	
		Loans	Total Originated Amount	% of	F Total
1 Unit Detached		81	7,992,141		45.68
Condo		96	7,664,740		43.81
Duplex		3	328,797		1.88
Quad		1	193,161		1.10
Townhouse		10	1,102,410		6.30
Triplex		1	213,400		1.22
Total		192	\$17,494,649	1	00.00
TYPE OF FUNDS - T	OTALS			·	
		Loans	Total Originated Amount		of Total
*Spot-General	•	192	17,494,649		100.00
Total		192	\$17,494,649	'	100.00
INTEREST RATE BR	EAKDOWN		·		
· · · · · · · · · · · · · · · · · · ·	Interest Rate Limit	Loans	Total Originated Amount	% 0	f Total
3.75000%	\$4,000,000	42	3,864,298		22.09
5.50000%	\$2,160,000	39	2,046,796		11.70
5.99000%	\$17,500,000	111	11,583,555		66.21
	ψ17,000,000	192	\$17,494,649	-	00.00
Total			411,101,01	· · · · · · · · · · · · · · · · · · ·	
PROGRAM PIPELINI	E	Loans	Total Originated	% of	Pool / Trustee
		40	Amount	Total	Amoun
Reservation		18	1,901,372	10.87	
UW Certification		1 2	66,810 135,790	0.38 0.78	
Exceptions Compliance Approved	•	2 6	537,150	3.07	
Purchased		21	1,747,208	9.99	
Sold to Trustee		144	13,106,319	74.92	13,075,534.30
		192		<u>"</u>	10,070,004.00
Total		192	\$17,494,049	100.00	<u> </u>
DAGE O ETHINGTY		•	-	, 5,	
RACE & ETHNICITY Asian		Loans	Total Originated Amount 118,247		of Total 0.68
Black & Hispanic		4	389,93		2.23
Black & Hispanic		1	139,357		2.23 0.80
Black/African American		56	5,309,250		30.35
Other Multi-racial		5	3,309,230 291,00°		1.66
White		14	1,468,807		8.40
White 9 Hispania		1 4 111	0.779.056		0.40

111

192

White & Hispanic

Total

9,778,056

\$17,494,649

55.89

100.00

US Bank Home Mortgage - MRBP 2002 SF MRB Program - HFA of Miami-Dade County

Loan Information Report 10/19/2004

Program End Date 11/1/2004

SUMMARY		***	
		Averages:	
Original Allocation	\$21,660,000.00	Loan Amount	\$91,118
Available Allocation	\$4,165,351	Purchase Price	\$116,025
Total Originated Amount Total Originated Loans	\$17,494,649 192	Compliance Income	\$31,000
Danasata e Originata d	80.77%	Borrower Age	37.5
Percentage Originated		Household Size	2.5
First Time Home Owner	100%	Employed in Household	1.2
COUNTY TOTALS	Loans	Total Originated Amount	% of Total
MIAMI-DADE	192	17,494,649	100.00
Total	192	\$17,494,649	100.00
BREAKDOWN BY CITY	Loans	Total Originated Amount	% of Total
CORAL GABLES	1	152,000	0.87
FLORIDA CITY	1	79,373	0.45
HIALEAH	24	2,107,302	12.05
HIALEAH GARDENS	1	73,950	0.42
HOMESTEAD	7	731,131	4.18
UNINCORPORATED MIAMI-DADE	144	12,894,841	73.71
MIAMI BEACH	2	208,550	1.19
MIAMI GARDENS	1	105,500	0.60
NORTH MIAMI	1	146,840	0.84
NORTH MIAMI BEACH	1	126,100	0.72
OPA LOCKA	8	782,362	4.47
SWEETWATER	1	86,700	0.50
Total	192	\$17,494,649	100.00

HOUSING FINANCE AUTHORITY
25 WEST FLAGLER STREET
SUITE 950
MIAMI, FLORIDA 33130-1720
(305) 372-7990
FAX (305) 371-9152
hfa@miamidade.gov



October 20, 2004

On behalf of the Housing Finance Authority of Miami-Dade County, Miami-Dade Affordable Housing Foundation, Inc., the National Association of Hispanic Real Estate Professionals and Freddie Mac, I have the pleasure of inviting you to the Miami launch of *Homeownership*. Let the TRUTH Move You!, an education and outreach initiative aimed at increasing homeownership opportunities for African-Americans and Hispanics in the United States. Miami is among the first of 26 cities in which this important project will be implemented.

We will celebrate the Miami launch with a media event on October 28, 2004 which will begin at 10:00 AM at the Stephen P. Clark Center located at 111 N.W. 1 Street in Miami. The *Let the Truth Move You* partners would be honored to have you be in attendance as we launch this initiative.

According to research by Freddie Mac, 51 percent of African-Americans and 49 percent of Hispanics who qualify to purchase a home do not attempt to do so. Furthermore, homeownership rates for Hispanics and African-Americans are 25 percent lower than the rates for non-minority owners. The research also indicates that about half of the 25 percent gap between minority and non-minority homeownership in the United States cannot be fully explained by factors such as age, income or length of residency in the United States. The organizations involved in this campaign are concerned that misinformation about the home buying process is preventing many people from taking their first steps towards homeownership. We are committed to providing trustworthy information about homeownership to all communities so that everybody can enter the home buying process with confidence.

Homeownership. Let the TRUTH Move You! includes radio advertising and grassroots outreach. The public will be encouraged to call a toll-free number to register for one-hour educational sessions in English and Spanish, offered free to interested individuals.

Thank you for considering this invitation. Please RSVP to Mary Aguiar via e-mail maryag@miamidade.gov by October 26, 2004. Should you have any questions please contact her at 305-372-7990.

Sincerely.

Patricia J. Braynon

Director

Housing Finance Authority of Miami-Dade County

For Immediate Release: October 12, 2004

Contact:
Milli Membiela
membiela@bellsouth.net
305-373-9750

A One Day Home Buyer Club Workshop in Spanish is Being Offered on November 6, 2004

This class is open to the public and is taught in Spanish by loan officers, Realtors, home inspectors, appraisers, and professional credit counselors.

This class will be taught in Spanish at the Downtown Main Library, 101 West Flagler Street, Miami from 9:00 a.m. to 5:00 p.m. The subjects cover training on budgeting, credit issues, the loan application process, shopping for a home, homeowners insurance, home inspections, and appraisals. You must attend the entire class to earn a training voucher. The workshop is being offered to new clients and to those existing clients who need to make up the hours required to earn the training voucher.

Downtown Main Library 101 West Flagler Street, Miami Saturday, November 6, 2004 9:00 am to 5:00 pm

To register, call the Miami-Dade Affordable Housing Foundation, Inc., no later than October 29, 2004, Monday – Friday 8:30 am to 5:00 pm, at 305-373-9750, or E-mail us at mdahfi@bellsouth.net. Click here to view and print a flyer.